



DISASTER MANAGEMENT

www.dmae.ca.gov

Cullen Armet

Area E DMAC

AREA E MEMBERS

ARTESIA

BELL

BELL GARDENS

BELLFLOWER

CARSON

CERRITOS

COMMERCE

COMPTON

CUDAHY

DOWNEY

HAWAIIAN GARDENS

HUNTINGTON PARK

LA HABRA HEIGHTS

LA MIRADA

LAKEWOOD

LOS ANGELES CO

LYNWOOD

MAYWOOD

MONTEBELLO

NORWALK

PARAMOUNT

PICO RIVERA

SANTA FE SPRINGS

SOUTH GATE

VERNON

WHITTIER

AGENDA

**JOINT MEETING
OF THE GENERAL BOARD
OF
AREA E DISASTER MANAGEMENT JOINT POWERS AUTHORITY**

**WEDNESDAY, APRIL 20, 2016
8:30AM**

**NORWALK ARTS & SPORTS COMPLEX
13000 CLARKDALE AVENUE, MPR ROOM
NORWALK, CA 90650**

CALL TO ORDER

ROLL CALL

PUBLIC COMMENT

CONSENT CALENDAR

Consent calendar items will be considered and approved in one motion unless removed by general board member for discussion

- 1. APPROVAL OF PREVIOUS MEETING MINUTES – March 16, 2016** - It is recommended that the minutes of March 16, 2016 be approved.

COMMUNICATIONS

2. AREA E EXECUTIVE COMMITTEE REPORTS

Chairman's Report – Andrew Vialpando
Vice Chairman's Report – Stacy Barnes
Area E Fire Chiefs - Stacy Barnes
Southeast Police Chiefs - Sheri Koomen

- 3. OPERATIONAL AREA INFORMATIONAL REPORT FOR APRIL 2016** - It is recommended that the Operational Area report be received and filed.

Cullen Armet, Area E Disaster Management Coordinator

NEW BUSINESS

- 4. NIMS ASSESSMENT SURVEY OVERVIEW** – It is recommended that the Area E General Board review and discuss the report.

Cullen Armet, Area E Disaster Management Coordinator

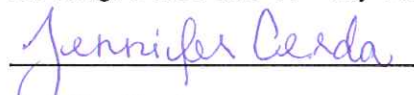
- 5. EMPG ACTIVITY LOGS** – It is recommended that the Area E General Board review and discuss the report.

Cullen Armet, Area E Disaster Management Coordinator

ADJOURNMENT

The next meeting of the general board of Area E Disaster Management Joint Powers Authority will be at 8:30 AM, May 18, 2016, Norwalk Arts and Sports Complex, 13000 Clarkdale Ave, Multi- Purpose Room, Norwalk, CA 90650.

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the bulletin board at Norwalk City Hall, not less than 72 hours prior to the meeting. Dated this 14th day of April, 2016.



Jennifer Cerda

Area E Administrative Manager

Public Comment: The public is encouraged to address the Board or Committee on any matter listed on the agenda. The General Board will hear public comment on matters not listed on the agenda during the Public Comment period.

Americans with Disabilities Act: In compliance with the ADA, if you need special assistance to participate in a City meeting or other services offered by the host City, please contact the Norwalk City Clerk's office, (562) 929-5720. Assisted listening devices are available at this meeting. Ask a staff member if you desire to use this device. Upon request, the agenda and documents in the agenda packet can be made available in appropriate alternative formats to persons with a disability. Notification of at least 48 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

Note: General Board agendas and minutes are available at the Area E Disaster Management Office, 13700 La Mirada Boulevard during regular business hours, 8:00 a.m. to 5:00 p.m., Monday – Friday; telephone (562) 902-2368.

POST-MEETING ACTIVITIES

The following activities will take place following adjournment of the Area E JPA General Board Meeting

- 1. CERT Coordinators meeting** – All City ESCs and CERT Coordinators are invited to attend.



**Minutes of the General Board Meeting of Area E Disaster Management
Joint Powers Agreement
March 16, 2016 – NORWALK ARTS & SPORTS COMPLEX**

The General Board Meeting of the Area E Disaster Board was called to order at 8:42 am by Area E DMAC, Cullen Armet.

MEMBERS PRESENT	MEMBERS ABSENT
Artesia – Daniel Moreno	Bell – Lance Ferrari
Bell Gardens – Bradley Fairfield	Cudahy – Roger Mason
Bellflower – Joel Hockman	Hawaiian Gardens – Juana Hernandez
Carson – Anita Kincherlow, Ky Truong	Huntington Park– Elsa Cobian
Cerritos – Emely Merina	La Habra Heights – Ron Myers
Commerce – Ralph Vivero	Lynwood – Peter Han
Compton – Stacy Barnes	Maywood – Carlos Fernandez
Downey – Andrew Stevens	Montebello – Kurt Johnson
La Mirada – Andrew Vialpando	Paramount – Carlos Mendoza
Lakewood – Nancy Hitt	Pico Rivera – Hector Hernandez
Norwalk –Kathy Tai	Vernon – Yesenia Barajas, Todd Paintoa
Santa Fe Springs – Darryl Pedigo	Also Present:
South Gate – Sheri Koomen	ARC– Chris Campbell-Jay
Whittier – Rod Hill, Yolanda Martinez	CSULA – Randy Styner
LA Co. OEM – Ashu Palta	LACoF – Rosemary Vivero
Area E – Cullen Armet, Jennifer Cerda	LACoPH – Dorothy O'Brien, Shamika Ossey
	LHH- Fire Watch- Norm Zezula

ROLL CALL-

Roll call was taken and self-introductions were made.

PUBLIC COMMENT-

City of Bell Gardens – Will conduct an active shooter training in the summer of 2016.

City of Cerritos – Conducted a mass casualty incident drill February 25. Will conduct Amateur (HAM) radio course April 30 – May 1. Will be hosting the Area E Regional Community Emergency Response Team (CERT) refresher training March 24 at Cerritos Park East. Local Hazard Mitigation Plan has been approved by the Cerritos City Council.

City of Compton – Received Urban Areas Security Initiative (UASI) grant funds to send firefighters to Emergency Management Institute (EMI) Fire Academy training over the next three years.

City of Downey – Will conduct Basic CERT training March 26, April 2 and April 9. Have begun background checks for Downey Advanced CERT (ACERT) volunteers. Provided a Red Cross Shelter training for staff and CERT volunteers. Will conduct a Ride and Stride event in May using CERT volunteers.

City of La Mirada – Reported that City Emergency Operations Plans (EOP's) are no longer approved by the State. The State will continue to review, but plans should be approved by City council. Area E cities can send their city EOP's to the DMAC for review as well.

City of Lakewood – Currently conducting an active shooter training March 16 and 17. Will conduct NIMS/SEMS training later this month.

City of Norwalk – Working with staff for disaster preparedness.

City of Santa Fe Springs – Will conduct a health and safety expo and 5k run on April 16.

City of South Gate – Will conduct a Spanish CERT course in the fall of 2016.

City of Whittier – Will conduct Basic CERT training April 19-21 with LA County Fire Department.

American Red Cross – Will send statistics of Disaster Action Team (DAT) activations in Area E to DMAC.

CSULA – Hired new emergency manager, Randy Styner.

LACo Fire – Currently conducting Basic CERT training in the City of Lynwood. Will conduct Basic CERT training in the City of Huntington Park in April.

LACOPH – Planning and conducting more CPR trainings. Are conducting informational presentations for the Zika virus. Reported that there were four confirmed cases of the Zika virus in LA County. Can provide informational posters on prevention of the virus. The information is also available electronically.

LHH Fire Watch – Will be assisting the City of La Habra with a booth for a safety preparedness fair.

CONSENT CALENDAR

1. APPROVAL OF PREVIOUS MEETING MINUTES OF FEBRUARY 17, 2016

Member Joel Hockman moved and Member Andrew Stevens seconded that the minutes of February 17, 2016 be approved.

THE MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

AYES: Bellflower, Carson, Cerritos, Commerce, Compton, Downey, La Mirada, Lakewood, Norwalk, Santa Fe Springs, South Gate, Whittier, and LACo OEM.

NOES:

ABSENT: Bell, Cudahy, Hawaiian Gardens, Huntington Park, La Habra Heights, Lynwood, Maywood, Montebello, Paramount, Pico Rivera and Vernon.

ABSTAIN: Artesia and Bell Gardens.

COMMUNICATIONS

2. AREA E EXECUTIVE COMMITTEE REPORTS-

Chairman's Report – Chairman Andrew Vialpando

Chairman Andrew Vialpando reported that the Executive Committee discussed proposing changes to the meeting schedule of Area E General Board meetings. A copy of the Joint Powers Agreement (JPA) was reviewed. The Executive Committee found that with increasing attendance of board meetings, Area E would continue to meet monthly, but may convene early on some months for workshops related to emergency management. The Executive Committee also does not anticipate going dark for the summer months of July and August. Area E Vice Chairman Stacy Barnes and Administrative Manager Jennifer Cerda will be leading the nominations and votes for the FY 2016-17 Executive Committee Chairman and Vice Chairman. Review of the FY 2016-17 budget will occur in the May Executive Committee meeting. Area E Professional Services agreements will also be reviewed for renewal.

Area E Regional CERT Report – Member Andrew Stevens

Member Andrew Stevens announced that the March 24, Basic CERT refresher training will be hosted in the City of Cerritos. In regards to CERT, LA County Fire has new forms for ordering materials and are requiring more information per training. For more information contact Marlene Bernal (323) 881-2472.

Chairman Andrew Vialpando announced that he would like to reengage the Area E Regional CERT Working Group. Area E will be focusing on maintaining quarterly CERT refresher trainings for volunteers.

Member Andrew Stevens announced that he would like to institute a credentialing program for best trained CERT volunteers.

LACo Fire representative Rosemary Vivero would like to train youth explorers in Basic CERT and to become disaster service workers.

Area E Fire Chiefs – Vice Chairman Stacy Barnes

Vice Chairman Stacy Barnes reported that Area E Fire Chiefs are developing Disaster Awareness Committees to support with materials, personnel, and presentations in Area E.

Southeast Police Chiefs – Member Sheri Koomen

Member Sheri Koomen reported that DMAC Cullen Armet was introduced to the South East Police Chiefs. Will be servicing the CICLAVIA event May 15 with a command post as people cycle through the city.

3. OPERATIONAL AREA INFORMATIONAL REPORT FOR MARCH 16, 2016

Area E DMAC, Cullen Armet reviewed the Operational Area Report and discussed its contents.

Member Andrew Vialpando moved and Member Emely Merina seconded to receive and file the March Operational Area Informational Report.

THE MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

AYES: Bellflower, Carson, Cerritos, Commerce, Compton, Downey, La Mirada, Lakewood, Norwalk, Santa Fe Springs, South Gate, Whittier, and LACo OEM.

NOES:

ABSENT: Bell, Cudahy, Hawaiian Gardens, Huntington Park, La Habra Heights, Lynwood, Maywood, Montebello, Paramount, Pico Rivera and Vernon.

ABSTAIN: Artesia and Bell Gardens.

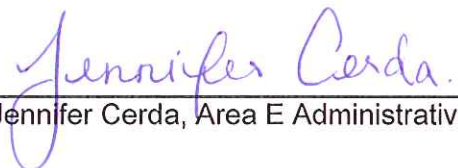
ADJOURNMENT

There being no further business to come before the general board, Member Sheri Koomen moved and Member Rod Hill seconded that the March meeting of the Area E Joint Powers Agreement be adjourned. The meeting was adjourned at 10:04 am.

ATTEST:



Andrew Vialpando, Chairman



Jennifer Cerda, Area E Administrative Manager

APPROVED:

April 20, 2016



www.dmae.ca.gov

AREA E DISASTER MANAGEMENT OPERATIONAL AREA INFORMATIONAL REPORT

April 20, 2016

AREA E MEMBERS

ARTESIA
BELL
BELL GARDENS
BELLFLOWER
CARSON
CERRITOS
COMMERCE
COMPTON
CUDAHY
DOWNEY
HAWAIIAN GARDENS
HUNTINGTON PARK
LA HABRA HEIGHTS
LA MIRADA
LAKEWOOD
LOS ANGELES CO
LYNWOOD
MAYWOOD
MONTEBELLO
NORWALK
PARAMOUNT
PICO RIVERA
SANTA FE SPRINGS
SOUTH GATE
VERNON
WHITTIER

AREA E DISASTER MANAGEMENT COORDINATOR

Cullen Armet

Cell: (562) 505- 6443 Email: dmac@dmae.ca.gov

AREA E ADMINISTRATIVE MANAGER

Jennifer Cerda

13700 La Mirada Blvd, La Mirada, CA 90638

Office: (562) 902-2368 Cell: (562) 505-6443 Email: admin@dmae.ca.gov

AREA E EXECUTIVE COMMITTEE

Andrew Vialpando, City of La Mirada, Chair

Office: (562) 902-2982 Email: avialpando@cityoflamirada.org

Stacy Barnes, City of Compton, Vice Member

Office: (310) 685- 6280 Email: sbarnes@comptoncity.org

Sheri Koomen, City of South Gate, Committee Member

Office: (323) 563-5483 Email: skoomen@sogate.org

Joel Hockman, City of Bellflower

Office: (562) 925-0124 Email: jhockman@bellflower.org

Andrew Stevens, City of Downey, Committee Member

Office: (562) 904-7346 Email: astevens@downeyca.org

AREA E EXECUTIVE COMMITTEE ADVISORY MEMBER

Ashu Palta, Los Angeles County OEM

Office: (323) 980-2268

IMPORTANT INFORMATION

Los Angeles County OEM Duty Officer

Cell (323) 459-3779

OEM Duty Pager (213) 508-8023

dutyofficer@ceooem.lacounty.gov

OARRS at <https://oarrs.lacounty.gov>

OARRS Tech Support at oarrstechsupport@ceo.lacounty.gov

ARC Disaster Dispatch System (National 24/7) to report an incident Call
(800) 675-5799

TRAINING, EXERCISES AND WORKSHOPS

Upcoming Spring Trainings

- **SEMS COMBO – April 18th, City of South Gate**
- **G191 – EOC/ICS Interface – May 2nd, City of Commerce**
- **G775 – EOC Management and Operations – May 3&4 , City of Commerce**
- **EOC Design Workshop – May Board Meeting**
- **Special Finance Workshop – Contracts/Procurement and Tracking Personnel Costs – June 27th, La Habra Heights**

AREA E DISASTER MANAGEMENT

PREPOSITIONED ANTIBIOTICS PROGRAM

The LA County Department of Emergency Medical Services is recalling all prepositioned antibiotics that were provided to cities that would be used in the event of an anthrax release scenario. Cities in LA County were provided with a stash of antibiotics that were to be used for "essential" city personnel who would be needed to run the city and activate a POD (Point of Distribution). The antibiotics are now being updated.

Please contact to arrange the exchange:

Terry Crammer
Chief, Disaster Services
Los Angeles County EMS Agency
10100 Pioneer Blvd, Suite 200
Santa Fe Springs, CA 90670
tcrammer@dhs.lacounty.gov
[562.347.1646](tel:562.347.1646)

EOC REFRESHER TRAINING

Area E DMAC is visiting any interested cities to provide a two hour EOC Refresher Training for all staff who might be assigned to work their EOC. In anticipation of a strong El Nino year, it is important to keep your EOC teams current on their responsibilities.

To schedule training, contact Cullen Armet: dmac@dmae.ca.gov

OPERATIONAL AREA RESPONSE AND RECOVERY SYSTEM TRAINING (OARRS)

OARRS is the online reporting software used by LA County Office of Emergency Management to gather situation status reports from cities and county departments.

Every city should ensure that multiple staff members are trained on how to use the system and input information on behalf of their city. If you or other city staff need OARRS training, please let your DMAC know. Trainings will be scheduled based on demand. We just held one on February 10th but will do another one this fiscal year if people need training.

EMERGENCY SERVICE COORDINATOR (ESC) ORIENTATION

If your city is undergoing staff changes or simply wants to assign another ESC or alternate, please let your DMAC know. Trainings will be scheduled based on demand. The last training occurred in December 2015. We will host at least one ESC Orientation annually.

AREA E CWIRS DRILL

Area E conducts monthly CWIRS drills the first Thursday of each month beginning at 8:30am. Instructions for participation will be sent out prior to the drill. Practice using your CWIRS radio and check in. Please email the DMAC if you are experiencing any problems with your radio. Thank you to the following cities who participated this month:

Artesia
Bellflower
Commerce
Hawaiian Gardens
La Habra Heights
Lakewood
Pico Rivera
Santa Fe Springs
South Gate
Vernon
Whittier

- We will be rotating Net Control (meeting facilitator) and systems/channels. Instructions will be sent prior to each exercise.

EMERGENCY SERVICE COORDINATOR LIBRARY AND WEBSITE

A digital library was developed to provide a central location for ESCs to access tools and resources to assist them in managing their emergency management programs.

A tab to access the ESC Library has been placed on the website. To access the ESC Library, the password is: 25Cities. Please review this library, it is intended as a resource and contains information regarding communications, planning, training and exercising.

BOARD MEETINGS

Board meetings are held each month on the 3rd Wednesday, with exception of July, August, and December. Special Board meetings may be scheduled to accommodate unforeseen scheduling conflicts. Attendance, representation of each member city, is highly recommended. In addition to updates and networking, Board meetings may include budget and other items that may require a vote. As with other rules of order, Area E Board meetings **must meet a quorum** to be deemed official. If you cannot attend, send an alternate in your place. If you are attending as an alternate, always be sure to check in with your city's designated ESC regarding the agenda. This is particularly important when there are voting items on the agenda and you are voting on behalf of your city.

AREA E DISPLAY BOARD / PUBLIC EDUCATION MATERIALS

The Area E Office can support your public education events through use of the Disaster Preparedness display board and public ed. materials. Email your supplies order form to the Area E Office. In order to do the best to accommodate each request, please submit your order request at least 2 weeks before scheduled event. Also note that Area E cannot deliver requested items.

The Area E Office has various resources available to check out for your emergency preparedness lectures, trainings, or events. Email your requests to the Area E Office.

LOS ANGELES COUNTY EM ACTIVITIES

OPERATIONAL AREA DEBRIS MANAGEMENT PLAN

DMAC has been involved in a yearlong project with LA County Department of Public Works (DPW) to develop a County wide debris management plan. An abbreviated template for jurisdictions will also be developed in this process. The plan has been finalized and DPW held their final planning meeting on March 10th with stakeholders from around the county including waste management companies, cities, DMACs and county departments. The DMACs will be developing a strategy for how to roll the template out to the cities in the format of a workshop series.

OPERATIONAL AREA TRAINING AND EXERCISE STEERING COMMITTEE (OATESC)

DMAC Cullen Armet was recently appointed as Vice Chair of the Operational Area Training and Exercise Steering Committee (OATESC). OATESC serves as an advisory committee to the Los Angeles County Office of Emergency Management and OA Partners. Through collaboration and communication with all OA stakeholders and the Office of Emergency Management, OATESC:

- Supports, facilitates and may lead the implementation of OA-wide trainings and exercises.
- Develops and maintains a comprehensive multi-year OA Training and Exercise Plan.
- Improves emergency management by collaboration, coordination, planning and preparedness capabilities, across agencies, jurisdictions, and the private sector.

The group is comprised of a diverse set of stakeholders from throughout the county including: county departments, cities, DMACs, nonprofits, and private sector partners. All cities are welcome to participate, meetings take place every first Wednesday of the month and rotate locations around the county.

LA COUNTY PUBLIC EDUCATION MATERIALS

For ordering ESP Survival Guides, SNAP brochures, 5 Step Neighborhood Plan, Alert LA County brochures etc. for your City, please contact Mariela Balam with the Los Angeles County Office of Emergency Management. mbalam@ceooem.lacounty.gov . Remember that these items are available in various languages to better serve the needs of your community.

LINKS:

Area E Website
www.dmae.ca.gov

Area E Regional CERT website
www.areaEcert.org

American Red Cross
www.redcross.org/la-request

California Governor's Office of Emergency Services
www.oes.ca.gov

Disaster Management Area Coordinator's DMAC's online resource website:
www.dmacsonline.com

Federal Emergency Management Agency
www.fema.gov, www.ready.gov

Preparedness Information: (Earthquake Alliance)
www.daretoprep.org

Shake Out – Be sure to register for October 2014 Shake Out event:
www.shakeout.org

LA County Emergency Survival Program (ESP):
www.espfocus.org

LA County OEM
<http://lacoa.org>

LA County Public Works
<http://dpw.lacounty.gov>

LA Department of Health Services
<http://ems.dhs.lacounty.gov>

**Agenda Report
Area E Disaster Management Joint Power Authority
General Board Meeting**

To: Area E General Board

From: Cullen Armet, Area E DMAC

Subject: 4. NIMS Assessment Survey Overview

BACKGROUND

The NIMS assessment is an annual evaluation conducted by the Federal Emergency Management Agency (FEMA) to measure the preparedness efforts of a jurisdiction. It is not intended to measure whether a city has completed all the criteria in the assessment but rather to show whether there has been improvement over time in your efforts to complete the different emergency management activities in the assessment. In the event that federal assistance is requested in your jurisdiction, this will be one of the first documents reviewed by FEMA to determine your level of compliance. As mentioned, it is not required that your assessment is 100% complete. What is required is that you complete it every year and show that you have made efforts in some of the areas that are lacking (i.e. exercises, training, etc.).

FINDINGS

Area E did not have a high completion rate for 2015. Many cities are having trouble filling the survey out, or not understanding the importance of this survey. The survey is issued by FEMA annually around July and the results are collected by the Office of Emergency Management (OEM). In an effort to improve our response rate, we will discuss the purpose of this assessment tool and how it can be used to guide and measure your city's emergency management program.

RECOMMENDED ACTION

It is recommended:

1. Find a copy of your city's resolution to adopt NIMS (see sample).
2. Become familiar with the NIMS Assessment Survey and align emergency management programs with the measurement criteria.
3. Review previous years' assessment to incorporate areas for improvement into the multi-year strategic plan.
4. Submit the assessment tool in a timely manner.

**Agenda Report
Area E Disaster Management Joint Power Authority
General Board Meeting**

To: Area E General Board
From: Cullen Armet, Area E DMAC
Subject: 5. EMPG Activity Logs

BACKGROUND

The Area E Joint Powers Authority is primarily funded as a sub-recipient of the Los Angeles Counties' Emergency Management Performance Grant (EMPG). Reporting for the EMPG is done by claiming Direct Expenditures as well as Match Expenditures for reimbursement. This means that for each dollar of a direct expense, the same dollar amount must be claimed for match expenses as well. One way that Area E has been able to claim match expenses is with the salaries of full time Emergency Managers, room rental fees, and volunteer hourly rates.

FINDINGS

Relying on only a couple salaries to meet the match for the entire area is not sustainable. Every city should be contributing to this match by submitting their hours dedicated to emergency management activities. This is beneficial because 1). It increases participation of all Area E cities and 2). Requires more commitment of cities to monthly EM activities. Every city in Area E should have emergency management related activities that are eligible to be reported in the log.

Area E staff developed a simplified system for city Emergency Services Coordinators to digitally reporting monthly activities on a monthly activity log.

RECOMMENDED ACTION

1. Review the activity log form
2. Discuss types of activities that should be reported in the log.
3. Attempt to submit the monthly activity log assessment tool in a timely manner.

California Emergency Services Association Southern Chapter Spring Program



Wednesday, April 27, 2016

9 am to 12 pm

Cerritos Park East

13234 E. 166th St.

Cerritos, CA 90703

The Behavioral Health Role in Emergency Planning

The recent terrorist attacks in San Bernardino CA underscore the need to include behavioral health in our existing plans for mitigation, preparedness, response and recovery. We will hear from the following subject matter experts regarding lessons learned from the recent attacks and close with a facilitated discussion of how we can be more inclusive.

Speakers

Andrew Gruchy, LCSW

San Bernardino County Behavioral Health, Deputy Director Regional Operations

Tony Ortego, LMFT

Mental Health Services Administrator, Older Adult Services

Riverside University Health System - Behavioral Health

Join us and learn about:

- Capabilities of behavioral health departments and their role in EM
- How to incorporate them into your planning and response
- Your role in evaluating mental health impacts during and after an event
- Appropriate responses and support we should be incorporating into our EOC procedure

CESA Members: Free

Non-CESA Members: \$35

Register on Eventbrite:

2016cesascspringprogram.eventbrite.com